

Glen Innes Severn Council Meeting

26 SEPTEMBER 2019

Minutes



GLEN INNES SEVERN COUNCIL

ORDINARY MEETING OF COUNCIL

MINUTES

From the meeting held at the Glen Innes Severn Learning Centre,
William Gardner Conference Room, Grey Street, Glen Innes on:
Thursday, 26 September 2019 at 6.00pm

Table of Contents

1	ACKNOWLEDGEMENT OF COUNTRY	5
2	OPENING BY MINISTER FROM THE FRATERNAL	5
3	APOLOGIES AND APPLICATIONS FOR A LEAVE OF ABSENCE BY COUNCILLORS	5
4	MINUTES OF PREVIOUS ORDINARY MEETING - 22 AUGUST 2019 TO BE CONFIRMED	6
	1.09/19 RESOLUTION	6
5	DISCLOSURES OF CONFLICT OF INTERESTS	6
6	MAYORAL MINUTE	7
	6.1 <i>Mayoral Minute - Water Supply</i>	7
	2.09/19 RESOLUTION	7
	6.2 <i>Mayoral Minute - Climate Emergency</i>	7
	3.09/19 RESOLUTION	7
7	REPORTS TO COUNCIL	8
	7.1 <i>Christmas Close Down 2019 - 2020</i>	8
	4.09/19 RESOLUTION	8
	7.2 <i>Delegates to Committees 2019-20</i>	9
	5.09/19 RESOLUTION	9
	7.3 <i>Media Strategy for the Upcoming Summer Fire Period</i>	12
	6.09/19 RESOLUTION	12
	7.4 <i>2018/19 Draft General Purpose and Special Purpose Financial Statements</i>	13
	7.09/19 RESOLUTION	13

7.5	<i>Community Donations 2019/20</i>	14
	8.09/19 RESOLUTION	14
7.6	<i>Financial Assistance Grant Calculations - 2019/20 Details</i>	16
	9.09/19 RESOLUTION	16
7.7	<i>Australian Standing Stones Management Board - Election of Committee</i>	17
	10.09/19 RESOLUTION	17
7.8	<i>Stonehenge Recreation Reserve Trust Committee - Election of New Committee</i>	18
	11.09/19 RESOLUTION	18
7.9	<i>Youth Advisory Committee – Election of New Committee</i>	19
	12.09/19 RESOLUTION	19
7.10	<i>Capital Works Program Progress Report</i>	19
	13.09/19 RESOLUTION	19
7.11	<i>Finance Report - August 2019</i>	20
	14.09/19 RESOLUTION	20
7.12	<i>Rates and Charges - August 2019</i>	21
	15.09/19 RESOLUTION	21
7.13	<i>Annual Risk Management Program and Insurance Matters</i>	21
	16.09/19 RESOLUTION	21
7.14	<i>Review of Fatigue Management Policy</i>	22
	17.09/19 RESOLUTION	22
7.15	<i>Review of Influenza Pandemic Business Continuity Plan</i>	22
	18.09/19 RESOLUTION	22
7.16	<i>Review of Vaccination Policy</i>	23
	19.09/19 RESOLUTION	23
7.17	<i>Workplace Injury Management Report - August 2019</i>	24
	20.09/19 RESOLUTION	24
7.18	<i>Bi-annual Review of Library Branches</i>	24
	21.09/19 RESOLUTION	24
7.19	<i>Glen Innes Severn Learning Centre Annual Report 2018/19</i>	25
	22.09/19 RESOLUTION	25
7.20	<i>Library and Learning Centre Report August 2019</i>	26
	23.09/19 RESOLUTION	26
7.21	<i>Department of Corporate and Community Services: Monthly Report - July and August 2019</i>	26
	24.09/19 RESOLUTION	26
7.22	<i>Deed of Variation - Car Park Lease Visitor Information Centre</i>	27

	25.09/19 RESOLUTION	27
	<i>7.23 Extension of Memorandum of Understanding - New England Weeds Authority</i>	27
	26.09/19 RESOLUTION	28
	<i>7.24 Repurposing of Old Toilet Block at Apex Park Deepwater</i>	28
	27.09/19 RESOLUTION	28
	<i>7.25 Department of Development, Planning and Regulatory Services: Monthly Report - August 2019</i>	29
	28.09/19 RESOLUTION	29
	<i>7.26 Investigation into Electric Vehicles</i>	30
	29.09/19 RESOLUTION	30
	<i>7.27 Recommendations from the Roads Consultative Committee</i>	30
	30.09/19 RESOLUTION	30
	<i>7.28 Department of Infrastructure Services: Monthly Report - August 2019</i>	31
	31.09/19 RESOLUTION	31
8	NOTICES OF MOTIONS (INCLUDING RESCISSION MOTIONS) / QUESTIONS WITH NOTICE	32
9	CORRESPONDENCE, MINUTES, PRESS RELEASES	32
	<i>9.1 Status Report regarding Councillor Enquiries</i>	32
	32.09/19 RESOLUTION	32
	<i>9.2 Correspondence and Press Releases</i>	33
	33.09/19 RESOLUTION	33
	<i>9.3 Minutes of Council Community Committee Meetings for Information</i>	33
	34.09/19 RESOLUTION	33
	<i>9.4 Minutes of Non-Council Community Committees for Information</i>	34
	35.09/19 RESOLUTION	34
	<i>9.5 Minutes of Other Organisations for Information</i>	34
	36.09/19 RESOLUTION	34
10	REPORTS FROM DELEGATES	35
	37.09/19 RESOLUTION	35
11	MATTERS OF AN URGENT NATURE	35
12	CONFIDENTIAL MATTERS	36
	38.09/19 RESOLUTION	36

12.1 Procurement and Management of Electricity	36
39.09/19 RESOLUTION	36
12.2 Sale of Cross Street Land	37
40.09/19 RESOLUTION	37
12.3 Tender for Project Architect - Warwick Twigg Indoor Sports Centre.	38
41.09/19 RESOLUTION	38

MINUTES

COMMUNITY CONSULTATION

No community members addressed Council.

PRESENT: Cr Carol Sparks (Mayor), Cr Dianne Newman (Deputy Mayor), Cr Glenn Frendon, Cr Andrew Parsons, Cr Colin Price, Cr Jeff Smith and Cr Steve Toms.

IN ATTENDANCE: Mr Mark Riley (Interim General Manager), Mr Keith Appleby (Director of Infrastructure Services), Mr Kane Duke (Acting Director of Development, Planning and Regulatory Services), Mrs Anna Watt (Director of Corporate and Community Services) and Mrs Debbie Duffell (Executive Assistant).

OPENED: 6.00pm.

The Mayor read the following statement regarding video and audio recording of the Council Meeting:

"I advise all present that tonight's meeting is being video streamed live via Council's website and also audio recorded for the purposes of providing a record of public comment at the meeting, supporting the democratic process, broadening knowledge and participation in community affairs, and demonstrating Council's commitment to openness and accountability. The audio and video recordings of the non-confidential parts of the meeting will also be made available on Council's website once the Minutes have been finalised. All speakers are requested to ensure their comments are relevant to the issue at hand and to refrain from making personal comments or criticisms. No other persons are permitted to record the Meeting, unless specifically authorised by Council to do so."

1 ACKNOWLEDGEMENT OF COUNTRY

The Mayor read the following "Acknowledgement to Country":

"I acknowledge the Ngorabul people as the traditional custodians of this land and pay my respect to the Elders past, present and emerging. I also extend that respect to Aboriginal and Torres Strait Islander people here today."

2 OPENING BY MINISTER FROM THE FRATERNAL

Pastor Lance Jackson opened the Meeting with a prayer.

3 APOLOGIES AND APPLICATIONS FOR A LEAVE OF ABSENCE BY COUNCILLORS

No apologies were given as all Councillors were in attendance.

4 MINUTES OF PREVIOUS ORDINARY MEETING - 22 AUGUST 2019 TO BE CONFIRMED

Moved Cr A Parsons

Seconded Cr D Newman

1.09/19 RESOLUTION

That the Minutes of the Ordinary Meeting of the Council held on 22 August 2019, copies of which were circulated, be taken as read and confirmed as a correct record of the proceedings of the Meeting.

A division was called for, voting on which was as follows:

For

Against

Cr C Sparks
Cr D Newman
Cr G Frendon
Cr A Parsons
Cr C Price
Cr J Smith
Cr S Toms

The division was declared CARRIED by 7 votes to 0.

CARRIED

5 DISCLOSURES OF CONFLICT OF INTERESTS

Councillor Jeff Smith declared a non-pecuniary non-significant conflict of interest with regards to Item 7.3 “Media Strategy for the Upcoming Summer Fire Period” as he is a member of the Rural Fire Service. However, he indicated that he will remain in the room, partake in the discussions and vote on this item.

Councillor Steve Toms declared a non-pecuniary non-significant conflict of interest with regards to Item 7.7 “Australian Standing Stones Management Board – Election of Committee” as his wife is the Chair of this Committee. However, he indicated that he would leave the room and not partake in any discussions or voting on this item.

6 MAYORAL MINUTE

6.1 Mayoral Minute - Water Supply

REPORT FROM: COUNCILLORS
Author: Carol Sparks - Mayor

Moved Cr C Sparks

2.09/19 RESOLUTION

That effective 1 October 2019 the village of Deepwater be placed on level three (3) water restrictions, as per current restrictions in Glen Innes, pending further determination by Council in respect of applicable water restrictions in the Local Government Area.

A division was called for, voting on which was as follows:

For	Against
Cr C Sparks	
Cr D Newman	
Cr G Frendon	
Cr A Parsons	
Cr C Price	
Cr J Smith	
Cr S Toms	

The division was declared carried by 7 votes to 0.

CARRIED

6.2 Mayoral Minute - Climate Emergency

Moved Cr C Sparks

3.09/19 RESOLUTION

1. That Council declares a climate emergency and commits to a more sustainable future for our community.
2. That Council's General Manager be requested to convene a workshop of Councillors and Senior Staff with a view to examining what a climate emergency means in the context of Glen Innes Severn and from there develop a Climate Emergency Plan for the Glen Innes Severn Council area.

A division was called for, voting on which was as follows:

For	Against
Cr C Sparks	Cr C Price
Cr D Newman	Cr J Smith
Cr G Frendon	Cr S Toms
Cr A Parsons	

The division was declared carried by 4 votes to 3.

CARRIED

7 REPORTS TO COUNCIL

7.1 Christmas Close Down 2019 - 2020

REPORT FROM: GENERAL MANAGER'S OFFICE
Author: Mark Riley - Interim General Manager

Moved Cr D Newman Seconded Cr A Parsons

4.09/19 RESOLUTION

That Council notes the closure of Council operations from 2.00pm on Tuesday, 24 December 2019, reopening at usual hours on Thursday, 2 January 2020, which will require staff members to take paid leave on 27, 30 and 31 December 2019.

A division was called for, voting on which was as follows:

For	Against
Cr C Sparks	
Cr D Newman	
Cr G Frendon	
Cr A Parsons	
Cr C Price	
Cr J Smith	
Cr S Toms	

The division was declared CARRIED by 7 votes to 0.

CARRIED

7.2 Delegates to Committees 2019-20

REPORT FROM: GENERAL MANAGER'S OFFICE
Author: Mark Riley - Interim General Manager

Moved Cr A Parsons

Seconded Cr G Frendon

5.09/19 RESOLUTION

1. That the delegates of Council for the Mayoral period ending September 2020 be as follows:

Councillor/Staff Committees of Council	
Annual Donations Review Committee	Mayor, Deputy Mayor, Councillor on 24-month rotation - Cr Price, DCCS. Meets in August each year.
Business Incentive Fund Committee	Mayor, Cr Price, GM, DDPRS, MED, Jane Newsome.
General Manager's Appraisal Committee	To be the subject of discussions following the commencement of the General Manager.
Glen Innes Saleyards Advisory Committee	Mayor, Cr Frendon, Cr Toms, GM, DDPRS, Saleyard Manager.
Integrated Planning and Reporting Framework Committee	All Councillors, GM, all Directors.
Significant Development Proposals Committee	Mayor, Deputy Mayor, GM, DDPRS, DIS, DCCS, MED.
Community Committees of Council	
Aboriginal Consultative Committee	Mayor, Cr Newman, MCS, Life Choices – Support Services Administration and Quality Officer.
Australia Day Committee	Cr Parsons.
Australian Standing Stones Management Board	Cr Price, Cr Toms, GM, DDPRS.
Community Access Committee	Mayor, DIS or delegate, MCS.
Emmaville Mining Museum Committee	Cr Frendon, MED.
Emmaville War Memorial Hall Committee	Cr Price, MCS and/or MLLC.
Glencoe Hall Committee	Cr Newman.
Glen Elgin Federation Sports Committee (Looks after halls and sports grounds)	Cr Frendon.
Glen Innes and District Sports Council	Cr Parsons, MROS.

Glen Innes Severn Cemetery Committee (Incorporating the Glen Innes Cemetery Trust, Deepwater, Dundee, Emmaville and Glencoe Cemetery Committees)	Cr Price, Cr Smith, MROS.
Glen Innes Severn Learning Centre Management Committee	Mayor, DCCS, MLLC.
Library Committee (Managed under Section 11 of the Libraries Act)	Mayor, DCCS, MLLC.
Minerama Committee	Mayor, MED.
Open Spaces Committee	Mayor, GM, DDPRS, MROS.
Pinkett Recreation Reserve Management Committee (Looks after hall and sports grounds)	Cr Frendon, Cr Parsons, Cr Smith.
Public Art Reference Group (to finalise the public art component for the CBD)	Mayor, Cr Price, Cr Toms, Council staff representatives as required.
Roads Consultative Committee	Mayor, Cr Smith, Cr Frendon, Cr Price, Cr Toms, GM, DIS, TSE, MID, Infrastructure Staff nominated by DIS.
Stonehenge Recreation Reserve Trust Committee	Cr Price.
Youth Advisory Committee	Mayor, Cr Newman, DCCS and/or MCS, Youth Worker.
Groups of Councils	
Fossickers Way Committee	MED.
LG NSW	Mayor, Deputy Mayor, GM.
New England Joint Organisation (NEJO)	Mayor, GM.
Northern Inland Regional Waste Group (NIRW)	DDPRS (or delegate).
Delegate of the Council	
Joint Regional Planning Panel	Cr Price, (Two (2) Council nominees as community representatives).
North West Weight of Loads Committee	Cr Smith DIS.
Community Committees NOT Committees of Council	
Arts North-West	DCCS.
Business in Glen (BIG)	Cr Parsons, GM and/or DDPRS and/or MED.
Community Safety Precinct Committee	Mayor.
Community Services Interagency Committee	Mayor, Cr Toms, DCCS, MCS and/or delegate.
Deepwater Progress Association	Cr Parsons.

Glen Innes and District Community Centre Inc.	Cr Parsons, DCCS and/or MCS.
Glen Innes Correctional Centre Community Committee	Mayor,
Glen Innes Highlands Rail Trail Working Group	Cr Toms, Cr Price, MED.
Glen Innes Highlands Visitor Association Inc.	Cr Price, MED.
Glen Innes Local Health Committee	Mayor, Cr Toms, Cr Price. (Nominations subject to approval by HNEH).
Glen Innes Showground Land Manager	Cr Price.
Glen Innes Wind Farm	Mayor.
GLENRAC	Cr Price, DDPRS or delegate.
Local Emergency Management Committee	DIS or delegate from Infrastructure Services, TSE.
Local Traffic Committee	Mayor (with voting rights), GM, DIS, DDPRS or nominee as required.
New England High Country	MED.
Northern Tablelands Bush Fire Management Committee	Cr Smith, DIS or delegate from Infrastructure Services, MRPS and/or delegate.
Sapphire Wind Farm	Mayor.
White Rock Wind Farm Community Consultative Committee	Mayor.
White Rock Wind Farm Community Fund Committee	Mayor.

2. That Council confirms the importance of its community committee structure to facilitate the necessary flow of communication and information from its committees back to Council and vice versa.
3. That all Councillors be required to provide the Executive Assistant with the relevant information pertaining to their attendance at Committee Meetings during the previous month in a timely fashion, and that this record continues to be published under Section 10 "Reports from Delegates" in the following month's Business Paper.
4. That Councillors ensure that matters of significance from the various Committees are brought back to Council for information and/or further discussion.

A division was called for, voting on which was as follows:

For

Against

Cr C Sparks
Cr D Newman
Cr G Frendon
Cr A Parsons
Cr C Price
Cr J Smith
Cr S Toms

The division was declared CARRIED by 7 votes to 0.

CARRIED

7.3 Media Strategy for the Upcoming Summer Fire Period

REPORT FROM: GENERAL MANAGER'S OFFICE
Author: Helen Grant - Media and Communication Officer

Moved Cr A Parsons Seconded Cr D Newman

6.09/19 RESOLUTION

1. That Council adopts the Media Strategy for the Upcoming Summer Fire Period attached to this report as Annexure A.
2. That the Media and Communications Officer commences the implementation of the Media Strategy for the Upcoming Summer Fire Period upon adoption by Council.

A division was called for, voting on which was as follows:

For

Against

Cr C Sparks
Cr D Newman
Cr G Frendon
Cr A Parsons
Cr C Price
Cr J Smith
Cr S Toms

The division was declared CARRIED by 7 votes to 0.

CARRIED

7.4 2018/19 Draft General Purpose and Special Purpose Financial Statements

REPORT FROM: CORPORATE AND COMMUNITY SERVICES
Author: Liz Alley - Chief Financial Officer

Moved Cr A Parsons Seconded Cr D Newman

7.09/19 RESOLUTION

1. That, in relation to the Financial Statements and in accordance with Section 413(2)(c) of the Local Government Act 1993 (as amended):
 - a) Council resolves that, in its opinion, the General Purpose Financial Statements and the Special Purpose Financial Statements for the year ended 30 June 2019 and Special Schedules are properly drawn up in accordance with the provisions of the Local Government Act 1993, (as amended) and the Regulations thereunder.
 - b) That the Financial Statements be approved and signed by the Mayor, the Deputy Mayor, the Interim General Manager and the Responsible Accounting Officer.
2. That the Financial Statements be referred to Council's Auditor for audit.
3. That the audited Financial Statements be forwarded to the Office of Local Government by 31 October 2019.
4. That the General Manager be delegated authority to, after Council receives a copy of the Audited Financial Statements and Auditor's report, place the Audited Financial Statements on public exhibition and give notice that Council will present its Audited Financial Statements at the Ordinary Council Meeting to be held on 28 November 2019 or 19 December 2019, depending on the actual audit completion time.
5. That the audited Financial Statements be presented at the meeting of Council to be held on 28 November 2019 or 19 December 2019 in accordance with Section 419(1) of the Local Government Act 1993 (as amended).

A division was called for, voting on which was as follows:

For	Against
Cr C Sparks	
Cr D Newman	
Cr G Frendon	
Cr A Parsons	
Cr C Price	
Cr J Smith	
Cr S Toms	

The division was declared CARRIED by 7 votes to 0.

CARRIED

7.5 Community Donations 2019/20

REPORT FROM: CORPORATE AND COMMUNITY SERVICES

Author: Anna Watt - Director of Corporate and Community Services

Moved Cr S Toms

Seconded Cr J Smith

8.09/19 RESOLUTION

1. That Council approves that the Community Donations for 2019/20, totalling \$32,150.00 be distributed as outlined in the table below:

Organisation	Project	Amount Awarded
Chapel Theatre/Cinema (Glen Innes Arts Council)	Printing costs to advertise shows, newsletters and Mamma Mia programs.	\$500.00
Deepwater and District Community Radio Inc.	Upgrade the computer and software to widen capability to broadcast information.	\$1,500.00
Deepwater Jockey Club and Deepwater Golf Club	Donation towards paying the rates.	\$3,000.00
Deepwater Progress Association	Assistance with annual rates and \$120.00 towards beautification newsletters.	\$1,670.00
Friends of the Library	Purchase mental health books by Georgie Dent.	\$600.00
Glen Innes and District Football Association	Purchase of new collapsible goals to reduce dependency on volunteers to help set up equipment.	\$900.00
Glen Innes and District Anglers Club	Upgrade portable PA system.	\$680.00
Glen Innes Minor Rugby League Club Inc.	Provide additional seating for the second playing field.	\$1,000.00
Glen Innes Opportunity Shop	Assist with increasing skip bin costs from non-recyclable and unsaleable items.	\$3,000.00
Glen Innes Pottery Club	Assist with rental and utility costs for the workshop space used by the community to create public artworks.	\$3,500.00
Glen Innes Public School P&C	Purchase portable grandstands for performances at events such as the Combined Schools Choir at the Australian Celtic Festival.	\$3,500.00

Glen Innes Redfins	New barbecue and cooking utensils for Swim Club use during summer months.	\$800.00
Glen Innes Rotary and Rotary Satellite Club	Donation towards a two (2) day bicycle event.	\$1,000.00
Glen Innes Rugby League	Supply and install an automatic irrigation system.	\$1,000.00
Glen Severn Community Christmas Day Luncheon	Provide food to about 150 people on Christmas who would otherwise miss out on enjoying the Christmas spirit.	\$1,500.00
Holy Trinity Anglican Church Glen Innes	Cover Development Application and Construction Certificate applications for State Government Church Hall project.	\$1,000.00
POWER (People Organised Will Encourage Richness)	Workshops and a short film to showcase abilities for International Day for People with Disabilities 2019 following the success of last year's film.	\$3,000.00
Reachout Toy Library	Purchase uniforms for staff and committee members to help raise awareness of the Toy Library.	\$900.00
Red Range Public School P&C Association	Construct a games area, using paint and stencils, on the existing concrete for the children to utilise.	\$600.00
Wellingrove Progress Association Inc.	Assistance with rates, insurance and maintenance.	\$2,500.00
Total		\$32,150.00

2. That Council notes that Annual Donations Review Committee had a total of \$33,000 to allocate to community groups for 2019/20, which leaves \$850 unallocated.
3. That the Annual Donations Review Committee reconvene to consider the allocation of the remaining \$850.

A division was called for, voting on which was as follows:

For

Against

Cr C Sparks
Cr D Newman
Cr G Frendon
Cr A Parsons
Cr C Price
Cr J Smith
Cr S Toms

The division was declared CARRIED by 7 votes to 0.

CARRIED

7.6 Financial Assistance Grant Calculations - 2019/20 Details

REPORT FROM: CORPORATE AND COMMUNITY SERVICES

Author: Anna Watt - Director of Corporate and Community Services

Moved Cr A Parsons

Seconded Cr D Newman

9.09/19 RESOLUTION

That Council notes the information in this report.

A division was called for, voting on which was as follows:

For

Against

Cr C Sparks
Cr D Newman
Cr G Frendon
Cr A Parsons
Cr C Price
Cr J Smith
Cr S Toms

The division was declared CARRIED by 7 votes to 0.

CARRIED

Councillor Steve Toms left the meeting room at 6.40pm.

7.7 Australian Standing Stones Management Board - Election of Committee

REPORT FROM: CORPORATE AND COMMUNITY SERVICES
Author: Danielle Mepham - Personal Assistant

Moved Cr A Parsons

Seconded Cr G Frendon

10.09/19 RESOLUTION

1. That Council endorses the following six (6) Community Representatives as the elected Australian Standing Stones Management Board:

- Julie Clement;
- Doug Fowler;
- John Mathew;
- George Robertson-Dryden;
- Judi Toms;
- Raelene Watson.

2. That Council endorses the election of Office Bearers within the newly elected Australian Standing Stones Management Board as follows:

- Judi Toms elected as Chairperson and Protocol Officer;
- Raelene Watson elected as Secretary;
- Doug Fowler elected as Treasurer.

A division was called for, voting on which was as follows:

For

Against

Cr C Sparks
Cr D Newman
Cr G Frendon
Cr A Parsons
Cr C Price
Cr J Smith

The division was declared CARRIED by 6 votes to 0.

CARRIED

Councillor Steve Toms returned to the meeting room at 6.41pm.

7.8 Stonehenge Recreation Reserve Trust Committee - Election of New Committee

REPORT FROM: CORPORATE AND COMMUNITY SERVICES
Author: Danielle Mepham - Personal Assistant

Moved Cr A Parsons Seconded Cr D Newman

11.09/19 RESOLUTION

1. That Council endorses the following eight (8) Community Representatives as the elected Stonehenge Recreation Reserve Trust Committee:
 - Pip Grieve;
 - Scott Grieve;
 - Karen Hindmarsh;
 - Peter Hindmarsh;
 - John Lynn;
 - Michael Norton;
 - Gary Te Velde;
 - Paul Wright.

2. That Council endorses the election of Office Bearers within the newly elected Stonehenge Recreation Reserve Trust Committee as follows:
 - John Lynn elected as Chairperson;
 - Michael Norton elected as Secretary;
 - Gary Te Velde elected as Treasurer and Publicity Officer.

A division was called for, voting on which was as follows:

For

Against

Cr C Sparks
Cr D Newman
Cr G Frendon
Cr A Parsons
Cr C Price
Cr J Smith
Cr S Toms

The division was declared CARRIED by 7 votes to 0.

CARRIED

7.9 Youth Advisory Committee – Election of New Committee

REPORT FROM: CORPORATE AND COMMUNITY SERVICES
Author: Danielle Mepham - Personal Assistant

Moved Cr A Parsons Seconded Cr D Newman

12.09/19 RESOLUTION

1. That Council endorses the following three (3) Community Representatives of the Youth Advisory Committee with the anticipation that more nominations will be received at the next meeting scheduled to be held in October 2019:
 - Jennifer Mackenzie;
 - Brendan Mackenzie;
 - Cornelio Zomer.
2. That Council endorses the election of Jennifer Mackenzie as Chairperson of the Youth Advisory Committee.

A division was called for, voting on which was as follows:

For

Against

Cr C Sparks
Cr D Newman
Cr G Frendon
Cr A Parsons
Cr C Price
Cr J Smith
Cr S Toms

The division was declared CARRIED by 7 votes to 0.

CARRIED

7.10 Capital Works Program Progress Report

REPORT FROM: CORPORATE AND COMMUNITY SERVICES
Author: Donna McAllister - Management Accountant

Moved Cr A Parsons Seconded Cr S Toms

13.09/19 RESOLUTION

That Council notes the information in this report.

A division was called for, voting on which was as follows:

For

Against

Cr C Sparks
Cr D Newman
Cr G Frendon
Cr A Parsons
Cr C Price
Cr J Smith
Cr S Toms

The division was declared CARRIED by 7 votes to 0.

CARRIED

7.11 Finance Report - August 2019

REPORT FROM: CORPORATE AND COMMUNITY SERVICES
Author: Liz Alley - Chief Financial Officer

Moved Cr A Parsons

Seconded Cr D Newman

14.09/19 RESOLUTION

That Council notes the following information:

- The cash book report disclosing a total reconciled cash balance of \$4,607,921.32;
- The investment report disclosing total invested funds of \$16,000,000.00 with total cash and investments of \$20,607,921.32 (compared with \$21,188,224.64 in August 2018); and
- The loan liability report showing a total loan liability of \$14,337,277.47 (compared with \$15,864,496.85 in August 2018).

A division was called for, voting on which was as follows:

For

Against

Cr C Sparks
Cr D Newman
Cr G Frendon
Cr A Parsons
Cr C Price
Cr J Smith
Cr S Toms

The division was declared CARRIED by 7 votes to 0.

CARRIED

7.12 Rates and Charges - August 2019

REPORT FROM: CORPORATE AND COMMUNITY SERVICES
Author: Andrea Davidson - Rates Officer

Moved Cr D Newman Seconded Cr A Parsons

15.09/19 RESOLUTION

That Council notes the information in this report.

A division was called for, voting on which was as follows:

For	Against
Cr C Sparks	
Cr D Newman	
Cr G Frendon	
Cr A Parsons	
Cr C Price	
Cr J Smith	
Cr S Toms	

The division was declared CARRIED by 7 votes to 0.

CARRIED

7.13 Annual Risk Management Program and Insurance Matters

REPORT FROM: CORPORATE AND COMMUNITY SERVICES
Author: Dennis McIntyre - Acting Risk and Compliance Officer

Moved Cr A Parsons Seconded Cr D Newman

16.09/19 RESOLUTION

That Council notes the Risk Management Program review and the classes of insurance acquired for 2019/20.

A division was called for, voting on which was as follows:

For	Against
Cr C Sparks	
Cr D Newman	
Cr G Frendon	
Cr A Parsons	
Cr C Price	
Cr J Smith	
Cr S Toms	

The division was declared CARRIED by 7 votes to 0.

CARRIED

7.14 Review of Fatigue Management Policy

REPORT FROM: CORPORATE AND COMMUNITY SERVICES
Author: Ann Blunt - WHS Co-ordinator

Moved Cr A Parsons Seconded Cr G Frendon

17.09/19 RESOLUTION

1. That Council adopts the Fatigue Management Policy attached as an Annexure to this report.
2. That the Fatigue Management Policy be communicated by the Work Health and Safety Coordinator to all Managers for highlighting at team meetings.

A division was called for, voting on which was as follows:

For

Against

Cr C Sparks
Cr D Newman
Cr G Frendon
Cr A Parsons
Cr C Price
Cr J Smith
Cr S Toms

The division was declared CARRIED by 7 votes to 0.

CARRIED

7.15 Review of Influenza Pandemic Business Continuity Plan

REPORT FROM: CORPORATE AND COMMUNITY SERVICES
Author: Ann Blunt - WHS Co-ordinator

Moved Cr A Parsons Seconded Cr S Toms

18.09/19 RESOLUTION

1. That Council adopts the Influenza Pandemic Business Continuity Plan attached as an Annexure to this report.
2. That the changes to the Influenza Pandemic Business Continuity Plan be communicated by the Work Health and Safety Coordinator to all Managers for highlighting at team meetings.

A division was called for, voting on which was as follows:

For

Against

Cr C Sparks
Cr D Newman
Cr G Frendon
Cr A Parsons
Cr C Price
Cr J Smith
Cr S Toms

The division was declared CARRIED by 7 votes to 0.

CARRIED

7.16 Review of Vaccination Policy

REPORT FROM: CORPORATE AND COMMUNITY SERVICES

Author: Ann Blunt - WHS Co-ordinator

Moved Cr A Parsons

Seconded Cr C Price

19.09/19 RESOLUTION

1. That Council adopts the Vaccination Policy attached as an Annexure to this report.
2. That the changes to the Vaccination Policy be communicated by the Work Health and Safety Coordinator to all Managers for highlighting at team meetings.

A division was called for, voting on which was as follows:

For

Against

Cr C Sparks
Cr D Newman
Cr G Frendon
Cr A Parsons
Cr C Price
Cr J Smith
Cr S Toms

The division was declared CARRIED by 7 votes to 0.

CARRIED

7.17 Workplace Injury Management Report - August 2019

REPORT FROM: CORPORATE AND COMMUNITY SERVICES
Author: Ann Blunt - WHS Co-ordinator

Moved Cr A Parsons Seconded Cr D Newman

20.09/19 RESOLUTION

That Council notes the information in this report.

A division was called for, voting on which was as follows:

For	Against
Cr C Sparks	
Cr D Newman	
Cr G Frendon	
Cr A Parsons	
Cr C Price	
Cr J Smith	
Cr S Toms	

The division was declared CARRIED by 7 votes to 0.

CARRIED

7.18 Bi-annual Review of Library Branches

REPORT FROM: CORPORATE AND COMMUNITY SERVICES
Author: Kerry Byrne - Manager of Library / Learning Centre

Moved Cr S Toms Seconded Cr A Parsons

21.09/19 RESOLUTION

1. That Council continues to provide library services in Deepwater, Emmaville and Glencoe.
2. That Council negotiates a further two (2) year contract with the contractor of Library Services for Glencoe.
3. That Council approves that the delivery of service hourly rate within the Glencoe Library Service contract be increased to bring it in line with the current hourly rate for a Library Assistant (\$26.9885 per hour), and that the contribution to electricity costs be increased by 1.6%, noting that this increase of \$168.00 per annum will be covered by the Library Services' funds in the 2019/20 Operational Plan.

A division was called for, voting on which was as follows:

For	Against
Cr C Sparks	
Cr D Newman	
Cr G Frendon	
Cr A Parsons	
Cr C Price	
Cr J Smith	
Cr S Toms	

The division was declared CARRIED by 7 votes to 0.

CARRIED

7.19 Glen Innes Severn Learning Centre Annual Report 2018/19

REPORT FROM: CORPORATE AND COMMUNITY SERVICES
Author: Kerry Byrne - Manager of Library / Learning Centre

Moved Cr A Parsons Seconded Cr S Toms

22.09/19 RESOLUTION

1. That Council notes the information in this report.
2. That Council notes the Glen Innes Severn Learning Centre Annual Report attached as an annexure to this report.

A division was called for, voting on which was as follows:

For	Against
Cr C Sparks	
Cr D Newman	
Cr G Frendon	
Cr A Parsons	
Cr C Price	
Cr J Smith	
Cr S Toms	

The division was declared CARRIED by 7 votes to 0.

CARRIED

7.20 Library and Learning Centre Report August 2019

REPORT FROM: CORPORATE AND COMMUNITY SERVICES
Author: Kerry Byrne - Manager of Library / Learning Centre

Moved Cr A Parsons Seconded Cr D Newman

23.09/19 RESOLUTION

That Council notes the information in this report.

A division was called for, voting on which was as follows:

For	Against
Cr C Sparks	
Cr D Newman	
Cr G Frendon	
Cr A Parsons	
Cr C Price	
Cr J Smith	
Cr S Toms	

The division was declared CARRIED by 7 votes to 0.

CARRIED

7.21 Department of Corporate and Community Services: Monthly Report - July and August 2019

REPORT FROM: CORPORATE AND COMMUNITY SERVICES
Author: Anna Watt - Director of Corporate and Community Services

Moved Cr A Parsons Seconded Cr G Frendon

24.09/19 RESOLUTION

That Council notes the information in this report.

A division was called for, voting on which was as follows:

For	Against
Cr C Sparks	
Cr D Newman	
Cr G Frendon	
Cr A Parsons	
Cr C Price	
Cr J Smith	
Cr S Toms	

The division was declared CARRIED by 7 votes to 0.

CARRIED

7.22 Deed of Variation - Car Park Lease Visitor Information Centre

REPORT FROM: DEVELOPMENT, PLANNING AND REGULATORY SERVICES

Author: Graham Price - Director of Development, Planning and Regulatory Services

Moved Cr S Toms Seconded Cr C Price

25.09/19 RESOLUTION

That Council resolves to approve the affixing of Council's Seal to both copies of the Deed of Variation between McDonalds Australia Limited and Glen Innes Severn Council, attached to this report as Annexure A.

A division was called for, voting on which was as follows:

For Against

Cr C Sparks
Cr D Newman
Cr G Frendon
Cr A Parsons
Cr C Price
Cr J Smith
Cr S Toms

The division was declared CARRIED by 7 votes to 0.

CARRIED

7.23 Extension of Memorandum of Understanding - New England Weeds Authority

REPORT FROM: DEVELOPMENT, PLANNING AND REGULATORY SERVICES

Author: Graham Price - Director of Development, Planning and Regulatory Services

Moved Cr S Toms Seconded Cr J Smith

1. That the General Manager be authorised to negotiate the details of entering into a three (3) year Memorandum of Understanding with the New England Weeds Authority to undertake Council's Noxious Weeds function.

2. That the General Manager issues the appropriate delegations to the New England Weeds Authority to enable it to undertake Council's Noxious Weeds functions under the Biosecurity Act 2015.

Amendment to the motion:

Moved Cr D Newman Seconded Cr A Parsons

26.09/19 RESOLUTION

That consideration of this matter be deferred pending a workshop of Councillors and relevant staff members to discuss Council's noxious weeds function.

A division was called for, voting on which was as follows:

For	Against
Cr C Sparks	Cr C Price
Cr D Newman	Cr J Smith
Cr G Frendon	Cr S Toms
Cr A Parsons	

The Amendment was declared CARRIED by 4 votes to 3.

The Amendment became the motion.

A division was called for, voting on which was as follows:

For	Against
Cr C Sparks	Cr C Price
Cr D Newman	Cr J Smith
Cr G Frendon	Cr S Toms
Cr A Parsons	

The division was declared CARRIED by 4 votes to 3.

CARRIED

7.24 Repurposing of Old Toilet Block at Apex Park Deepwater

REPORT FROM: DEVELOPMENT, PLANNING AND REGULATORY SERVICES

Author: Graham Archibald - Manager of Recreation and Open Spaces

Moved Cr D Newman Seconded Cr A Parsons

27.09/19 RESOLUTION

1. That Council retains the old Apex Park toilet block at Deepwater allowing the community to use it as a display of historic photos and public artwork.
2. That the work required to preserve the building for a public purpose be funded by the 2019-20 Building Maintenance allocation.
3. That the Deepwater Progress Association be requested to apply for Public Art funding in 2020-21 and, at that time, provide a full project plan on the proposed motive and artworks for Council approval.

A division was called for, voting on which was as follows:

For	Against
Cr C Sparks	
Cr D Newman	
Cr G Frendon	
Cr A Parsons	
Cr C Price	
Cr J Smith	
Cr S Toms	

The division was declared CARRIED by 7 votes to 0.

CARRIED

7.25 Department of Development, Planning and Regulatory Services: Monthly Report - August 2019

REPORT FROM: DEVELOPMENT, PLANNING AND REGULATORY SERVICES

Author: Graham Price - Director of Development, Planning and Regulatory Services

Moved Cr A Parsons Seconded Cr C Price

28.09/19 RESOLUTION

That Council notes the information in this report.

A division was called for, voting on which was as follows:

For	Against
Cr C Sparks	
Cr D Newman	
Cr G Frendon	
Cr A Parsons	
Cr C Price	
Cr J Smith	
Cr S Toms	

The division was declared CARRIED by 7 votes to 0.

CARRIED

7.26 Investigation into Electric Vehicles

REPORT FROM: INFRASTRUCTURE SERVICES

Author: Keith Appleby - Director of Infrastructure Services

Moved Cr A Parsons

Seconded Cr C Price

29.09/19 RESOLUTION

1. That Council notes the information in this report
2. That Council defers the acquisition of an electric vehicle and further considers such a purchase in October 2020 having regard to their capital cost and such electric vehicles being offered for sale generally by motor dealers across New South Wales.
3. That the Toyota Camry Hybrid vehicle previously removed from the schedule of light vehicles to be acquired by Council, as part of the July 2019 Business Paper, be reinserted into the schedule with any such acquisition being subject to funding.

A division was called for, voting on which was as follows:

For

Against

Cr C Sparks
Cr D Newman
Cr G Frendon
Cr A Parsons
Cr C Price
Cr J Smith
Cr S Toms

The division was declared CARRIED by 7 votes to 0.

CARRIED

7.27 Recommendations from the Roads Consultative Committee

REPORT FROM: INFRASTRUCTURE SERVICES

Author: Jai Brummell - Personal Assistant - Infrastructure Services

Moved Cr A Parsons

Seconded Cr S Toms

30.09/19 RESOLUTION

1. That Council, at the advice of the DIS, in respect of the availability of the unspent unsealed roads maintenance budget of \$100,000 carried over from 2018/19, internally restricted such funds with the view to, when the existing dry conditions come to an end, a program of road maintenance being undertaken, utilising contractors where appropriate.

2. That it be noted that the quantum of funding required for the maintenance of unsealed roads is at this stage unquantified, with more funding undoubtedly being required in addition to the identified \$100,000 being held in reserve by Council.
3. That in regard to the need for further funding, representations be made by Council to Local Government NSW and State and Federal Members identifying the impending funding demands in respect of unsealed roads maintenance and further identifying the need for the provision of additional funding.
4. That the matter be the subject of a late motion to the Local Government NSW annual conference, to be submitted to Local Government NSW by Friday, 27 September 2019.
5. That copies of any letters forwarded to Local Government NSW, State and Federal members, on the matter of funding shortfalls for unsealed roads maintenance be provided to Mike Norton for the purposes of pursuing politically.

A division was called for, voting on which was as follows:

For

Against

Cr C Sparks
Cr D Newman
Cr G Frendon
Cr A Parsons
Cr C Price
Cr J Smith
Cr S Toms

The division was declared CARRIED by 7 votes to 0.

CARRIED

7.28 Department of Infrastructure Services: Monthly Report - August 2019

REPORT FROM: INFRASTRUCTURE SERVICES
Author: Keith Appleby - Director of Infrastructure Services

Moved Cr A Parsons Seconded Cr G Frendon

31.09/19 RESOLUTION

That Council notes the information in this report.

A division was called for, voting on which was as follows:

For

Against

Cr C Sparks
Cr D Newman
Cr G Frendon
Cr A Parsons
Cr C Price
Cr J Smith
Cr S Toms

The division was declared CARRIED by 7 votes to 0.

CARRIED

8 NOTICES OF MOTIONS (INCLUDING RESCISSION MOTIONS) / QUESTIONS WITH NOTICE

There were no notices of motions (including rescission motions), or questions with notice.

9 CORRESPONDENCE, MINUTES, PRESS RELEASES

9.1 Status Report regarding Councillor Enquiries

REPORT FROM: GENERAL MANAGER'S OFFICE
Author: Debbie Duffell - Executive Assistant

Moved Cr S Toms Seconded Cr D Newman

32.09/19 RESOLUTION

That Council notes the information in this report.

A division was called for, voting on which was as follows:

For

Against

Cr C Sparks
Cr D Newman
Cr G Frendon
Cr A Parsons
Cr C Price
Cr J Smith
Cr S Toms

The division was declared CARRIED by 7 votes to 0.

CARRIED

9.2 Correspondence and Press Releases

REPORT FROM: CORPORATE AND COMMUNITY SERVICES
Author: Jeff Carroll - Records Supervisor

Moved Cr S Toms Seconded Cr D Newman

33.09/19 RESOLUTION

That the information be noted.

A division was called for, voting on which was as follows:

For	Against
Cr C Sparks	
Cr D Newman	
Cr G Frendon	
Cr A Parsons	
Cr C Price	
Cr J Smith	
Cr S Toms	

The division was declared CARRIED by 7 votes to 0.

CARRIED

9.3 Minutes of Council Community Committee Meetings for Information

REPORT FROM: CORPORATE AND COMMUNITY SERVICES
Author: Jeff Carroll - Records Supervisor

Moved Cr S Toms Seconded Cr D Newman

34.09/19 RESOLUTION

That the information be noted.

A division was called for, voting on which was as follows:

For	Against
Cr C Sparks	
Cr D Newman	
Cr G Frendon	
Cr A Parsons	
Cr C Price	
Cr J Smith	
Cr S Toms	

The division was declared CARRIED by 7 votes to 0.

CARRIED

9.4 Minutes of Non-Council Community Committees for Information

REPORT FROM: CORPORATE AND COMMUNITY SERVICES
Author: Jeff Carroll - Records Supervisor

Moved Cr S Toms Seconded Cr D Newman

35.09/19 RESOLUTION

That the information be noted.

A division was called for, voting on which was as follows:

For	Against
Cr C Sparks	
Cr D Newman	
Cr G Frendon	
Cr A Parsons	
Cr C Price	
Cr J Smith	
Cr S Toms	

The division was declared CARRIED by 7 votes to 0.

CARRIED

9.5 Minutes of Other Organisations for Information

REPORT FROM: CORPORATE AND COMMUNITY SERVICES
Author: Jeff Carroll - Records Supervisor

Moved Cr S Toms Seconded Cr D Newman

36.09/19 RESOLUTION

That the information be noted.

A division was called for, voting on which was as follows:

For

Against

Cr C Sparks
Cr D Newman
Cr G Frendon
Cr A Parsons
Cr C Price
Cr J Smith
Cr S Toms

The division was declared CARRIED by 7 votes to 0.

CARRIED

10 REPORTS FROM DELEGATES

Moved Cr A Parsons

Seconded Cr D Newman

37.09/19 RESOLUTION

That the information be noted.

A division was called for, voting on which was as follows:

For

Against

Cr C Sparks
Cr D Newman
Cr G Frendon
Cr A Parsons
Cr C Price
Cr J Smith
Cr S Toms

The division was declared CARRIED by 7 votes to 0.

CARRIED

11 MATTERS OF AN URGENT NATURE

There were no matters of an urgent nature.

12 CONFIDENTIAL MATTERS

Moved Cr A Parsons Seconded Cr D Newman

38.09/19 RESOLUTION

That Council resolves into a Committee of the Whole.

A division was called for, voting on which was as follows:

For	Against
Cr C Sparks	
Cr D Newman	
Cr G Frendon	
Cr A Parsons	
Cr C Price	
Cr J Smith	
Cr S Toms	

The division was declared CARRIED by 7 votes to 0, the time being 7.31pm.

CARRIED

All members of the public left the meeting room. Live streaming of the meeting was also paused.

The meeting resumed at 8.04pm. Live streaming of the meeting was recommenced.

The Interim General Manager read to the meeting the report of the Committee of the Whole held on 26 September 2019.

12.1 Procurement and Management of Electricity

REPORT FROM: GENERAL MANAGER'S OFFICE
Author: Mark Riley - Interim General Manager

Moved Cr A Parsons Seconded Cr D Newman

39.09/19 RESOLUTION

That the report of the Committee of the Whole dated 26 September 2019 be adopted as follows:

1. That Council engages Energy and Management Services Pty Ltd to undertake the procurement of electricity for its Small (Mass Market) Sites, Large (Contestable) Sites and Street Lighting on the basis as detailed in this report for the period commencing 1 January 2020.

2. That in accordance with Section 55 (3) (i) of the Local Government Act 1993, and due to extenuating circumstances, Council not invite public tenders before entering into contracts during 2020 and 2021 for the purchase of electricity for Small (Mass Market) Sites, Large (Contestable) Sites and Street Lighting.
3. That the reason for such decision is the limited time between the sourcing of electricity supply prices from suppliers and the need for a decision, which in the case of Council are outside the parameters for the calling and holding of an Extraordinary Council Meeting.
4. That the Mayor in conjunction with the General Manager be authorised to accept the preferred contract.
5. That the General Manager be requested to submit a report in due course to a meeting of Council advising of the contract details.
6. That Council proceeds to accept the offer to acquire the energy management software known as e21 EnergyPlus on the basis as detailed in this report.
7. That any necessary documents be executed under the Common Seal of Council.

A division was called for, voting on which was as follows:

For

Against

Cr C Sparks
Cr D Newman
Cr G Frendon
Cr A Parsons
Cr C Price
Cr J Smith
Cr S Toms

The division was declared CARRIED by 7 votes to 0.

CARRIED

12.2 Sale of Cross Street Land

REPORT FROM: CORPORATE AND COMMUNITY SERVICES

Author: Anna Watt - Director of Corporate and Community Services

Moved Cr A Parsons

Seconded Cr G Frendon

40.09/19 RESOLUTION

That the report of the Committee of the Whole dated 26 September 2019 be adopted as follows:

1. That Council accepts the offer received for the purchase of the vacant land, Lot 2 DP748357 and Lot 1 DP 806863 for an amount of \$100,000 (inclusive of GST), and that Diana Corcoran Real Estate be requested to pursue the

necessary signing of the required contract and ancillary documents to legally effect the sale.

2. That Council approves the affixing of Council's Seal, where required, to any documents pertaining to the sale of the property listed in point one (1) above.

A division was called for, voting on which was as follows:

For

Cr C Sparks
Cr G Frendon
Cr A Parsons
Cr C Price
Cr S Toms

Against

Cr D Newman
Cr J Smith

The division was declared CARRIED by 5 votes to 2.

CARRIED

12.3 Tender for Project Architect - Warwick Twigg Indoor Sports Centre

REPORT FROM: DEVELOPMENT, PLANNING AND REGULATORY SERVICES

Author: Graham Price - Director of Development, Planning and Regulatory Services

Moved Cr A Parsons

Seconded Cr D Newman

41.09/19 RESOLUTION

That the report of the Committee of the Whole dated 26 September 2019 be adopted as follows:

1. That Council authorises the appointment of Michael Davies Architecture as the successful architect in line with the recommendation contained within the Tender Evaluation Report attached as an Annexure to this report.
2. That Council notifies the unsuccessful tenderers of the outcome of Tender T19-05 Engagement of Project Architect incorporating the development of detailed construction plans for the Glen Innes Regional Netball Facility.
3. That Council authorises the General Manager to enter into an appropriate contract arrangement with Michael Davies Architecture as the Project Architect for the Warwick Twigg Indoor Sports Facility as offered in the tender response (Tender T19-05 Engagement of Project Architect incorporating the development of detailed construction plans for the Glen Innes Regional Netball Facility).
4. That the documents and considerations in respect of this matter remain confidential to the Council.
5. That any necessary documentation be executed under the Common Seal of Council where required.

A division was called for, voting on which was as follows:

For

Against

Cr C Sparks
Cr D Newman
Cr G Frendon
Cr A Parsons
Cr C Price
Cr J Smith
Cr S Toms

The division was declared CARRIED by 7 votes to 0.

CARRIED

The Meeting closed at 8.12pm.

MINUTES